

LANCASTER COUNTY LAUNDRY WORKER

NATURE OF WORK

This is routine, institutional laundry work washing, drying, folding and inventorying linens, garments and related articles in a county operated skilled and intermediate care facility.

Work involves the performance of varied laundry duties and the operation of large industrial washers and dryers. Work is generally performed in accordance with established procedures and sanitary standards with specific instructions provided on unusual problems. Supervision is received from the Laundry Supervisor with work being reviewed in the form of adherence to standards of cleanliness and daily production schedules.

EXAMPLES OF WORK PERFORMED

Sort soiled linen by type and weigh the proper amount for washing machines.

Load washers with soiled linens; select correct machine settings for type and condition of soiled linens.

Load dryers with proper amount of washed linens; set dryer for allocated time; empty dryers, fold and place all linens in proper storage area.

Place clean folded linens in proper area on linen rack; deliver folded linens to designated areas.

Sort residents' clothing by floor and arrange by room number on delivery rack; fold clothing and place in appropriate containers; deliver clothing to residents' rooms.

Observe proper infection control procedures including emptying laundry chutes, sweeping and mopping floors, cleaning and disinfecting machinery, tables, laundry carts and shelves; keep soiled laundry and clean linen off floor.

Operate large industrial laundry equipment according to instructions; report any malfunctions to supervisor or maintenance personnel.

DESIRABLE KNOWLEDGES, ABILITIES, AND SKILLS

Some knowledge of proper laundry cleaning methods, procedures and materials as well as the operation and care of large industrial laundry equipment.

Some knowledge of fabrics and dyed materials and their reaction to soaps, bleaches and other cleaning agents.

Ability to perform moderately heavy lifting.

Ability to operate large industrial laundry equipment including washers, dryers and related equipment.

Ability to understand and carry out oral and written instructions.

Ability to establish and maintain effective working relationships with co-workers and residents.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent with some experience in institutional or commercial laundry work.

MINIMUM QUALIFICATIONS

Graduation from junior high school or any equivalent combination of training and experience which provides the desirable knowledges, abilities, and skills.

NECESSARY SPECIAL REQUIREMENT

Employees in this class working at Lancaster Manor must meet such physical and health requirements necessary for employment in a licensed skilled and intermediate care facility as required by the State of Nebraska.

Approved by: _____
Department Head

Personnel Director

Revised 11/96

PS4301